



GAIL FARBER, Director

## COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331

<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

# ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

24 August 18, 2015

  
PATRICK OGAWA  
ACTING EXECUTIVE OFFICER

August 18, 2015

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**ADOPT, ADVERTISE, AND AWARD CONSTRUCTION CONTRACT  
ROOSEVELT ELEMENTARY SCHOOL SAFE ROUTES TO SCHOOL  
IN THE CITY OF SAN GABRIEL AND IN THE UNINCORPORATED  
COMMUNITY OF EAST SAN GABRIEL  
(SUPERVISORIAL DISTRICT 5)  
(3 VOTES)**

### **SUBJECT**

This action is to approve and advertise the project to construct new sidewalk, relocate a crosswalk, and install driver feedback signs for Roosevelt Elementary School in the City of San Gabriel and in the unincorporated community of East San Gabriel; find the project categorically exempt from the California Environmental Quality Act; adopt the plans and specifications; authorize the Director of Public Works or her designee to award a construction contract with the responsible contractor with the lowest responsive bid; deliver the project; and delegate certain responsibilities to the Director of Public Works to carry out this project.

### **IT IS RECOMMENDED THAT THE BOARD:**

1. Find this project categorically exempt from the provisions of the California Environmental Quality Act.
2. Approve and advertise the project and adopt the plans and specifications that are on file in the Construction Division of the Department of Public Works for Roosevelt Elementary School Safe Routes to School, at an estimated construction contract cost between \$135,000 and \$185,000.
3. Instruct the Acting Executive Officer of the Board of Supervisors to advertise for bids in accordance with the Instruction Sheet for Publishing Legal Advertisement, and which are to be

received before 11 a.m. on September 15, 2015, in accordance with the Notice Inviting Bids.

4. Authorize the Director of Public Works or her designee to determine whether the bid of the apparent responsible contractor with the lowest apparent responsive bid is, in fact, responsive and, if not responsive, to determine which apparent responsible contractor submitted the lowest responsive bid.
5. Authorize the Director of Public Works or her designee to award and execute a construction contract with the responsible contractor with the lowest responsive bid within the estimated cost range and deliver the project.
6. Delegate to the Director of Public Works or her designee the following authority in connection with this contract: (1) approve and execute change orders within the same monetary limits delegated to the Director of Public Works under Section 2.18.050 of the Los Angeles County Code relative to the construction of County buildings; (2) allow substitution of subcontractors and relief of bidders upon demonstration of the grounds set forth in Public Contract Code Sections 4100 et seq. and 5100 et seq., respectively; (3) accept the project upon its final completion; (4) release retention money withheld consistent with the requirements of Public Contract Code Sections 7107 and 9203; and (5) extend the date and time for the receipt of bids consistent with the requirements of Public Contract Code Section 4104.5.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended actions is for the Board to approve and advertise the project, to adopt the plans and specifications, authorize the Director of Public Works or her designee to award a construction contract to the responsible contractor with the lowest responsive bid, deliver the project, and delegate certain responsibilities to the Director or her designee to carry out this project.

The construction contract must be awarded no later than October 1, 2015, to meet State and Federal funding guidelines. Also, the work will need to be performed during the school's winter break period (December 19, 2015, through January 3, 2016). Delegating to the Director or her designee the authority to award and execute this construction contract will allow these schedule milestones to be met.

#### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs the provisions of Operational Effectiveness/Fiscal Sustainability (Goal 1) and Integrated Services Delivery (Goal 3). The recommended actions will help achieve these goals by providing improvements that benefit the local community.

#### **FISCAL IMPACT/FINANCING**

There will be no impact to the County General Fund.

The estimated construction contract cost to complete this project is in the range of \$135,000 to \$185,000. The total project cost is estimated to be \$490,000. In addition to the construction contract cost, the total project cost includes the costs of preparation of plans and specifications, survey, right-of-way and utility clearances, materials testing, inspection, contract administration, change order contingency, and other County of Los Angeles services.

This project will be administered utilizing Federal Transportation Grant funding under the Safe Routes to School program covered by existing County/State Master Agreement No. 76078. Under this program, a portion of the project cost will be financed using the Federal grant.

A portion of this project is within the City of San Gabriel. The City will finance its jurisdictional share of the project cost, estimated to be \$2,300, under a City Service Request.

The County's share of the project cost is included in the Fifth Supervisorial District's Transportation Improvement Program in the Road Fund Fiscal Year 2015-16 Budget.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

This project is part of the Department of Public Works' ongoing program for providing safe routes to school. It will be advertised in accordance with Section 20392 of the State Public Contract Code.

This project is to be completed in 15 calendar days. It is anticipated the work will start in December 2015 and be completed in January 2016.

The contract agreement will be in the form previously reviewed and approved as to form by County Counsel.

The award of the contract will be in full compliance with Federal, State, and County regulations. The project specifications contain provisions requiring the contractor to comply with terms and conditions supporting the Board's ordinances, policies, and programs including, but not limited to: Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code, Chapter 2.202; the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; the Los Angeles County's Defaulted Property Tax Reduction Program Ordinance, Los Angeles County Code, Chapter 2.206; and the standard Board-directed clauses that provide for contract termination or renegotiation.

The State Public Contract Code requires the County to award construction contracts to a responsible contractor with the lowest responsive bid, which is defined as the firm that: (1) submits the bid with the lowest cost; (2) is deemed by the County to be responsive to specific criteria under the solicitation including, but not limited to, licensure, bonding, and insurance requirements; and (3) is determined by the County to be a responsible bidder by exhibiting the capability, capacity, experience, trustworthiness, and financial wherewithal to perform the work required under the bid solicitation.

To ensure that the contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, criminal convictions, civil litigation, defaulted contracts with County, complaints filed with the Contractor's State License Board, labor law/payroll violations, and debarment actions. As provided for in Board Policy No. 5.140, the information reported by the contractor will be considered before making a recommendation to award.

The plans and specifications include the contractual provisions, methods, and material requirements necessary for this project and are on file with Public Works.

## **ENVIRONMENTAL DOCUMENTATION**

This project is categorically exempt pursuant to Section 15301(c) of the California Environmental Quality Act Guidelines and Class 1, Subsections 14 and 22 of the revised County Environmental Document Reporting Procedures and Guidelines adopted by the Board on November 17, 1987. These exemptions provide for the reconstruction of existing roadway pavement, curbs, sidewalk, and driveway aprons and maintenance of existing roadway facilities.

## **CONTRACTING PROCESS**

This project will be contracted on an open-competitive bid basis. An award by the Director or her designee will be made upon review of the bids meeting the criteria established by the Board and the State Public Contract Code.

The County Local Small Business Enterprise preference will not be applied to the determination of the lowest responsive and responsible bidder. To be eligible for the Federal funds financing the majority of this project, Title 49, Code of Federal Regulations, requires award to the lowest bidder.

To increase contractor awareness of Public Works' program to contract work out to the private sector, this project will be listed on both the County's "Doing Business with Us" and Public Works' "Contract Opportunities" websites for upcoming bids.

## **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There is no impact on current County services.

When the project is completed, it will have a positive impact by providing improved roadway facilities, thereby benefiting the City and the community.

**CONCLUSION**

Please return one adopted copy of this letter to the Department of Public Works, Construction Division.

Respectfully submitted,

A handwritten signature in cursive script that reads "Gail Farber".

GAIL FARBER

Director

GF:JTS:lg

c: Chief Executive Office (Rochelle Goff)  
County Counsel  
Executive Office  
Internal Services Department (Countywide  
Contract Compliance)